

**Official Title: IT Quality Systems Manager**

**Salary Range: Commensurate with Experience**

**Full time**

The Essex County Sheriff's Department proudly serves the residents of Essex County (Massachusetts) by providing care and custody for approximately 2,000 inmates while working with local, state and federal law enforcement agencies. The department has over 600 employees and maintains a budget in excess of \$50 million. Through innovation, teamwork and opportunity, we offer a positive work experience for employees.

If you are an IT management professional with experience in implementing and maintaining system interfaces, consider joining the proud men and women of the Essex County Sheriff's Department.

Duties of this position include coordinating and managing all work associated with building, implementing and maintaining specific portions of the department's IT system. Areas covered, as depend on excellent IT systems, include: maintenance management, HVAC/climate control, fire suppression, locking/security, cameras, time management, inmate information reporting, and on-line training. This position will be responsible for insuring that these systems are being utilized to maximum efficiency and being interfaced accordingly, while leveraging new developments in IT such as dashboard technology.

The successful candidate will oversee the IT interface of the department's Regional Emergency Communications Center, Regional Support Services Center, Sheriff's Headquarters and several correctional facilities.

The IT Quality Systems Manager is expected to demonstrate a high level of professionalism, while working as a team member and exercising independent judgment in a number of confidential and sensitive assignments. He/she will be expected to develop a future vision of necessary IT needs and projects. This position will report directly to the department's Chief Financial Officer

**Qualifications:** Master's Degree in Computer Science or related field is required. One to three years of experience in IT Systems and/or management is preferred. Demonstrated experience in project management. Superior organizational, communication and interpersonal skills are essential, as well as proven teambuilding and leadership skills. Able to work with technical, sales and management staff. Working knowledge of computer applications. Strong communication skills (both written and verbal). Excellent planning skills, and attention to detail; must be able to manage multiple tasks with the ability to work independently and to meet deadlines.

Applicants subject to an extensive background investigation, interview process, and drug screening/medical clearance.

**Please forward resume to : Director of human Resources, Joanne marks at [jmarks@eccf.com](mailto:jmarks@eccf.com)**